



PERSONNEL/CIVIL SERVICE
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

(203) 797-4598
FAX (203) 796-1611

CIVIL SERVICE COMMISSION
AGENDA
JULY 13, 2005
6:00 P.M.
CIVIL SERVICE CONFERENCE ROOM
3RD FLOOR, CITY HALL

Roll Call

Minutes

Review and accept previous meeting's minutes.

New Items

- Report on Fire Lieutenant Appeal heard by Chairman and Chief Examiner
- Director of Economic Development - new vacancy
- Review candidates
 - Deputy Chief of Police (4)
 - Accounting Clerk II (36)
 - Accounting Clerk II - Payroll (4)
 - Fire Recruits - Closing date July 21, 2005
- Scheduled testing
 - Deputy Chief of Police - (RMA)
 - Written
 - Oral (by modified assessment)
 - Accounting Clerk II and Account Clerk II Payroll
 - Written - July (20?)
 - Account Clerk III - Payroll
 - Oral Exam by Dena Diorio - July (?)
 - Assistant Building Inspector
 - Oral Exam - July (15?)
 - Fire Recruit testing (RMA) tentative possible
 - Written
 - Oral
 - Mechanics (Galvin and Reidinger)

Chief Examiner Report

Old items:

- Purchasing authorized two testing companies for blanket use by Civil Service.

Other Business

Adjourn

Chief Examiner's Report
JUNE 8, 2005

Information on Positions:

- Fire Dispatcher position filled by R Gerlach
- Job description qualification terminology is being researched. We desire consistency in use of terminology about required experience being measured at the time of the application, versus at the time of filling a job.
- Police Recruit bids being accepted through July 27. Bidder qualifications to be reviewed at next Commission meeting.
- Fire Lieutenant promotional appointment(s) are scheduled to be made by the August council meeting.
- Director of Health appointment - Scott promoted.
- Customer Service Representative list referred to Mayor and manager.
- Work on potential revisions to Rules and Regs and to Municipal Code continuing. No target dates.